



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY FINANCIAL MANAGEMENT COMMAND  
INDIANAPOLIS IN 46249-3000

AMFM-CG

CPM 600-12  
27 October 2021

MEMORANDUM FOR ALL SOLDIERS AND CIVILIANS ASSIGNED/ATTACHED TO  
USAFMCOM

SUBJECT: Anti-Harassment in the Workplace

1. References:

- a. AR 690-12 (Equal Employment Opportunity and Diversity), 12 December 2019.
- b. AR 690-600 (Equal Employment Opportunity Discrimination Complaints), 9 February 2004.
- c. AR 600-20 (Army Command Policy), 24 July 2020.
- d. EEO Commission Management Directive 715, Equal Employment Opportunity, 1 October 2003.

2. To achieve our Army's mission with excellence, we must operate in a climate of mutual respect and in an environment that enables all personnel to perform to their best potential. Therefore, it is the U.S. Army Financial Management Command (USAFMCOM) policy to strictly prohibit harassment, as well as inappropriate or unwelcomed behavior that, if left unchecked, could become severe or pervasive as to constitute harassment.

3. Prohibited workplace harassment, which includes bullying, offensive comments/conduct, or discrimination, based on race, color, religion, sex (including sexual harassment and pregnancy discrimination), sexual orientation, gender identity, national origin; age (40 years of age and over), genetic information, or disability (physical or mental) or retaliation for protected EEO activity will not be tolerated. In addition, harassing conduct, where unwelcome verbal or physical conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive work environment, will not be permitted. Retaliation against those who report prohibited harassment, misconduct, serve as a witness or participate in the Equal Employment Opportunity (EEO) process, or otherwise oppose discrimination and harassment is also strictly prohibited.

4. All USAFMCOM personnel have a responsibility to foster a harassment-free workplace. Managers and supervisors, both civilian and military, are expected to lead by

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example to ensure professional conduct in the workplace and make every effort to prevent harassing behavior. Any incidents of harassment should be promptly reported through your supervisor chain of command or to the servicing installation EEO Office, if you are a civilian employee. Military personnel and Family members should seek assistance from their chain of command or the military Equal Opportunity (EO) office. Contract employees should report incidents of harassment to their employer or contact the EEO Office for information.

5. Managers and supervisors at every level must ensure any reported incident of harassment is investigated immediately and will contact the USAFMCOM Attorney-Advisor, Joby D. Jerrells, [joby.d.jerrells.civ@army.mil](mailto:joby.d.jerrells.civ@army.mil) (preferred) or (317) 508-8769, within one (1) business day for guidance on the appropriate type of inquiry response necessary to promptly address and resolve the matter.

6. I affirm my personal commitment to the establishment of a work environment, free of harassment, where all personnel can perform to their full potential. Where allegations of prohibited harassment or harassing conduct are substantiated, prompt and appropriate action will be taken.

7. This policy memorandum will be permanently posted on all official bulletin boards.

8. The point of contact for this policy is the USAFMCOM Equal Employment Manager, Kimberly Wilder, at [kimberly.d.wilder.civ@army.mil](mailto:kimberly.d.wilder.civ@army.mil) or (317) 212-4421.

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Commanding